### Public Involvement Task Force Community recommendations May 19, 2004 Meeting Minutes

#### Attendance:

Phil Colombo, Central NE Neighbors; Brian Hoop, ONI; Steve Hoyt, Southeast Uplift; Arlene Kimura, East Portland Neighborhood Office; Julie Odell, PSU Center for Public Participation; Jake Oken-Berg; Corinne Weber, Southwest Neighborhoods, Inc.

## Recommendation #10: Citizen education and training, popular education methologies

- Steve Hoyt outlined proposal for \$350,000 in City funding to support efforts to build diverse participation in neighborhood system and public involvement efforts being advocated for by a broad-based Diversity Representation Committee. Group discussed similarities and differences with Task Force proposal. SEUL's proposal would be a grant based program.
- Group agreed to reorganize proposal so title reads: "Adequately fund and expand public participation education and training on City processes and advocacy skills to promote inclusiveness of Portland's diverse communities."
  This proposal would encompass several recommendations including:
  - Initiating popular education, leadership training and diversity outreach partnerships with community groups.
  - □ The youth community-based service learning.
  - □ Adequate funding for Neighborhood Association leadership training.
  - City staff training on best-practices for culturally appropriate outreach techniques.
- □ The word "citizen" should be replaced by "public" and/or "public participation".
- □ Reduce the length of the content of the Community proposals.

#### Recommendation #11: Engage youth in civic activities

- Discussion focused on list of activities on page 48 or draft report.
- Second bullet should say: "Create 4 to 8 week hands-oncurriculum/excercises/lesson plans to engage youth in classes with City staff, neighborhood and community leaders as mentors." Match with "hands-on" community-service projects.
- □ Last bullet re: strategies for recruiting youth to City boards, change to: "People under 30 need to fill 25% of standing City Boards and Commissions."
- Add idea of Youth Advisory Council to advise City Council and Mayor on policies affecting youth. Let youth set the agenda. City of Beaverton (Mayor Drake) and Multnomah County have such Councils. Brian recently met with Sonali Balajee, with Multnomah County's Commission on Children, Families and Community, to discuss their youth council.

- Such mentorships should engage neighborhood and community leaders as well as City staff.
- □ Jake agreed to help edit this section once Brian completes.

# Merge Recommendations #12: Bureaus committing % of budgets on special needs, #13: Ensure City events are accessible, and #15: Improve accessibility of child care services

- Brian described these ideas grew out of City's Diversity Development and Coordinating Committee as well as summer 03 community meetings.
- □ Group wants the language to focus more on "cultural sensitivity and understanding" such as when describing the need for translation and interpretation services.
- Group agrees to merge these ideas together under the heading: "Require bureaus to commit percentage of project resources to accommodate special needs." Bullets under this heading would address:
  - □ Language and interpretation issues
  - Cultural sensitivity and understanding issues including ADA and childcare accessibility
  - Compliance with ADA accessibility requirements for public involvement events.
  - Improving accessibility to child care at public involvement events.
- Recommendation #13: ADA issues retitle the subheading to say: "ADA compliance for people with disabilities.
- Under recomemdation #13 on ADA accessibility issues. Change last bullet on page 54 to read: "Identify and maintain lists of community meeting spaces that are ADA accessible to people with disabilities, where space would be appropriate for childcare, and that are community gathering places."
- Recommendation #15 bullet should read: "Improve accessibility and availability of childcare services at key events to expand participation of families with children in City public involvement processes."

### Recommendation #14: Expanding contracting opportunities for minority, women and emerging small businesses

- Under suggested action steps change the six bullet to: "Require rotating utilization of all pre-qualified firms including minority, women, and emerging small businesses for any future flexible service contracts for PI/PI services.
- Add a bullet that encourages development of more detailed flexible-service contracts that breaks out projects more accessible to smaller firms such as facilitation, mediation, graphic design vs. larger scale project management of major public involvement projects.

## Recommendation #16: Develop digital divide policy and #17: Coordinating diverse stakeholder contacts and relationship building efforts

Move to Communications section.